

instructions:

1. The Major Connections Certifier must be in receipt of all relevant documentations as per the Unitywater Accreditation and Certification Manual;
2. The meeting **must** be attended by the following, in addition to the Major Connections Certifier:
 - a. Construction Certifier;
 - b. Contractor's Supervisor; and or
 - c. Sub-Contractor – if not the Principal Contractor.
3. Before proceeding to the inspection of water meters, the Registered Major Connections Certifier must be in receipt of a completed Unitywater Water Meter Register and Property Conditions document. The Registered Major Connections Certifier must confirm each meter is correctly recorded against the lot it is installed to service.

Unitywater Connection Approval Ref No:	SP Plan:
Development Estate Name / Street Name:	Stage: Total Number of Lots:
Construction Certifier Name:	Phone No:
On Maintenance Inspection Date:	

Table 1 - Off Maintenance Inspection Attendance Record

Stakeholder Title	Name	Phone	Signature
Major Connections Certifier			
Construction Certifier			
Contractor's Supervisor			
Sub-Contractor (if relevant)			
Unitywater Auditor (if attending)			

Inspection Guideline:

Compliant			Table 2 – Water Reticulation Valves
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Review as constructed against physical assets inspected and relevant items below for discrepancy (with Code or Approved plan/variation).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Valve spindle grub screws are tight and that valve spindles are fixed to valves.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Top of valve spindles are at the correct height (100mm min to 250mm max below valve box lid).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Valve spindle is centrally located in box.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water main blue tracer wire detectable tape accessible in valve box.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Valve body has been wrapped in manufacturer approved polythene blue sleeving (visible in valve box).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Shroud is diameter 225mm and extended to the top of surround cover (inside valve box).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Valve and valve box to be void of mud and dirt (to bottom of shroud).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm valve box lids are trafficable (pavement or constructed driveway) or non-trafficable as required (SEQ Code).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm valve box lid is the correct colour (All paint is compliant with SEQ code - sprayed not brushed, 2 coats of paint and glass bead - White=Normal Valve, Red=Zone Valve etc)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Valve box is level with the FSL (no trip hazard).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Valve boxes are aligned long side of rectangle are parallel with the water main direction.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Valve brass kerb marker (V) are flush in face of kerb with white painted marker installed (All paint is compliant with SEQ code - sprayed not brushed, 2 coats of paint and glass bead - 250mm wide, top of kerb to bottom of kerb); OR marker post if no kerb.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	White "V" pavement marker installed (All paint is compliant with SEQ code - sprayed not brushed, 2 coats of paint and glass bead - 50mm offset from centre line and correct height).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pavement "V" Marker, kerb marker and brass marker (or marker post where applicable) are all in line with valve box lid.
			Compliant: Yes <input type="checkbox"/> No <input type="checkbox"/>

Compliant			Table 3 – Hydrants
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Review as constructed against physical assets inspected and relevant items below for discrepancy (with Code or Approved plan/variation).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydrant brass kerb marker (H) are flush in face of kerb with yellow (Golden yellow - AS2700 Y14) painted marker installed (All paint is compliant with SEQ code - sprayed not brushed, 2 coats of paint and glass bead - 250mm wide, top of kerb to bottom of kerb).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydrant offset distance (from back of kerb) has been stamped or engraved (8mm high) into bottom of Hydrant Brass Marker.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Blue RRPM has been installed (100mm offset from centre of the road) and in line with the hydrant and brass kerb marker.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thermoplastic reflective directional arrow installed (Golden yellow - As2700 Y14).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Blue RRPM, reflective directional arrow, kerb marker and brass marker (or marker post where applicable) are all in line with hydrant box lid.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydrant and hydrant box are void of mud and dirt.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydrant risers are DN 100 (via flange inside hydrant box).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water main blue tracer wire detectable tape accessible in hydrant box. <i>(Ensure not dummy marked)</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydrant tee and riser body wrapped in manufacturer approved polythene blue sleeving (visible in hydrant box).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydrant Shroud is diameter 225mm and extended to the top of surround cover (inside hydrant box).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Top of hydrant lugs/claws are correct height (100mm min to 250mm max below hydrant box lid).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydrant is centrally located in hydrant box.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydrant lugs/claws are aligned parallel with the main direction.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Temporary hydrant is installed with lugs/claws and hydrant box long side of rectangle at 90deg to the water main direction and are not identified with blue reflector road marker, kerb marker and brass marker (or marker post where applicable).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm hydrant box lids are trafficable (pavement or constructed driveway) or non-trafficable as required (SEQ Code).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm the hydrant box lid is the correct colour (Golden Yellow (AS2700 Y14) - All paint is compliant with SEQ code - sprayed not brushed, 2 coats of paint and glass bead).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydrant box is level with the FSL (No trip hazard).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydrant boxes are aligned long side of rectangle are parallel with the water main direction.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydrant box surround installed where hydrant is located in concrete pathway/constructed driveway or road pavement.
			Compliant: Yes <input type="checkbox"/> No <input type="checkbox"/>

Compliant			Table 4 – Water Service Conduits and Water Main Road Crossing
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Review as constructed against physical assets inspected and relevant items below for discrepancy (with Code or Approved plan/variation).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brass (only) "W" conduit markers indicating position of the water service pipe crossing road pavement and are flush in centre face of kerb (within +-50mm from actual water service conduit horizontal position).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brass (only) "WM" markers indicating location of all water main crossing of road pavements and constructed concrete driveways and are flush in centre face of kerb (within +-50mm from actual water main crossing of road pavement location).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brass (only) "WM" markers indicating location of end of water main and are flush in centre face of kerb (within +-50mm from actual water main end location).
			Compliant: Yes <input type="checkbox"/> No <input type="checkbox"/>

Compliant			Table 5 – Water Reticulation - Flush Points
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Review as constructed against physical assets inspected and relevant items below for discrepancy (with Code or Approved plan/variation).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flush Point Box installed (SEQ Code compliant) and is level with the FSL (No trip hazard).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1½" Stainless Steel ball valve. (SEQ-WAT-1104-1)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	38mm Stainless Steel Storz fitting. (SEQ-WAT-1104-1)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Top of gate valve is lower than underside of lid.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water main blue tracer wire detectable tape is accessible within flush point box.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm flush point box lid is painted correct colour - White (All paint is compliant with SEQ code - sprayed not brushed, 2 coats of paint and glass bead Flush Point lid has been sprayed in White). Paint is to be SEQ code compliant paint with Glass Bead.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flush Point Brass (only) Kerb Marker (F) is flush in face of kerb with white painted marker installed (All paint is compliant with SEQ code - sprayed not brushed, 2 coats of paint and glass bead - 250mm wide, top of kerb to bottom of kerb); OR mark
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thermoplastic reflective directional arrow installed (White).

Compliant			Table 5 – Water Reticulation - Flush Points - Continued	
Yes	No	N/A		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	White "F" pavement marker installed (All paint is compliant with SEQ code - sprayed not brushed, 2 coats of paint and glass bead - 100mm offset from centre line and correct height).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pavement "F" Marker, kerb marker and brass marker (or marker post where applicable) are all in line with flush point box lid.	
			Compliant:	Yes <input type="checkbox"/> No <input type="checkbox"/>

Compliant			Table 6 – Water Meters	
Yes	No	N/A		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water Meter box is not distorted / crushed in.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Review as constructed against physical assets inspected and relevant items below for discrepancy (with Code or Approved plan/variation).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water meter poly pipe tail extends 600mm minimum outside water meter box (into the lot). Still vacant lots.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm water meter tail pipes are PE100 PN16 Black Pipe with blue stripe. Still vacant lots.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm water meter and water meter box manufacturer complies with SEQ code (IPAM list approved).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Factory Preassembled water meter and water meter box manufacturer complies with SEQ Code (IPAM list approved) and is not modified.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm water meter box lid is correct colour (Black), has non-slip pattern and "water meter" lettering cast into it.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water meter box and lid is not altered, damaged (cracked, crushed or pushed in) or modified.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water meter box lid is attached via a chain/wire.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water meter box is installed in correct location and configuration (In accordance with design/variation and SEQ Code - minimum 200mm outside front boundary and minimum 200m offset from side boundary).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water meter box located in constructed driveways or trafficable area is installed with approved trafficable lid.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm water meter box correctly surrounded by turf (extended to 600mm on all sides of water meter box).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm water meter box is flush with surrounding turf and the water meter box and surrounding turf is level with surrounding area (no significant localised low or high points at the meter box location).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm water main blue tracer wire detectable tape installed over water service (visible inside meter box).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm all connectors to water service pipes are approved fittings (brass or plastic - with manufacturer name and watermark to confirm compliance).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm Unitywater approved meter number is stamped on meter and meter register record is correct (meter number/Lot/reading/location etc).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water Meter Ball valve is lockable, tamper proof, unobstructed within water meter box and manufacturer complies with SEQ code (IPAM list approved).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm geotextile fabric is installed around and underneath meter box and taped each side and around the service pipe (preventing ingress of sand, dirt and mud to water meter box).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water meter and inside of water meter box is clean (void of all sand, soil, mud, and water).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water meter is installed facing straight up and not strapped/tied to water meter box.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water meter and all components within water meter box are sitting high, level and centred within the box (minimum 20mm air gap between underside of the water meter and bottom of water meter box).	
			Compliant:	Yes <input type="checkbox"/> No <input type="checkbox"/>

Compliant			Table 7 – Sewerage - Maintenance Structures - MH (Cast Insitu & Pre-Cast)	
Yes	No	N/A		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Review as constructed against physical assets inspected and relevant items below for discrepancy (with Code or Approved plan/variation).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maintenance hole bench, channel and walls are clean and clear of silt, mud, and water.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Inside finish of joints are not to be cement bagged / rendered over or mega-epoxy covered (Pre-cast or Cast Insitu MHs).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Ladders or step irons are installed.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No leaks/water ingress at joints (including at converter slab join) or around pipe penetrations or around/through benching.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	For internal backdrops deeper than 1.5 - 2 x S.S. Brackets must be installed.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MH neck depth does not exceed 500mm maximum (no relaxation).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Backdrop penetration is not within 150mm of joints in MH wall.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Backdrop discharge is pointed downstream.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Backdrop tee has been installed in accordance with SEQ Code (to allow rodding of main).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Finished level of cover and surround to be flush with FSL (No trip hazard).	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Channel Depth is SEQ Code compliant.	

Compliant			Table 7 – Sewerage - Maintenance Structures - MH (Cast Insitu & Pre-Cast) - Continued
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Channel Shape is SEQ Code compliant.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Channel is not holding water (no ponding).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Benching is Sloped at 1:8.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Smooth transitions exist between pipe and benched channel.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MH access opening is installed directly over downstream pipe outlet
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PE lined MHs at required location and PE lining is correctly installed (adhered to wall - no lumps etc, lining in MH neck is welded to MH access frame and trimmed neatly to prevent obstruction to MH entry, collar welded into wall at backdrop - no mega epoxy, no mega epoxy to be used on lined MH.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure cover frame opening aligns with converter slab opening.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No epoxy or render/Sikaflex in joints of maintenance hole.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PE liner in necks shall be welded to the PE lining installed under the maintenance hole cover frame as per SEQ-SPS-1407-1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PE line converter slab shall be sealed to maintenance hole wall as per SEQ-SEW-1307-1 (<i>feel for foam backing rod</i>).
			Compliant: Yes <input type="checkbox"/> No <input type="checkbox"/>

Compliant			Table 8 – Sewerage - Maintenance Structures - MS
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Review as constructed against physical assets inspected and relevant items below for discrepancy (with Code or Approved plan/variation).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maintenance Shaft to be clean and clean of silt, mud, water.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MS manufacturer is approved (SEQ code IPAM List).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MS Riser is 300mm diameter (225mm diameter not acceptable) and correct pipe and class.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MS shroud size is 375mm.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Check for 5/7mm washed screens around MS riser, is free draining and not holding water. (<i>No water pipe is allowed to be installed into riser</i>)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MS riser is installed vertical.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MS maximum depth does not exceed 3.0m.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Riser Cap has RRJ seal & a PVC RRJ socket (bungs <u>NOT</u> to be installed in cap).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Inlets into riser are as per design/variation and SEQ Code.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Finished level of riser cap is 100mm minimum to 250mm maximum below bottom of Cast Iron Lid.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Finished level of MS cast iron lid to be Flush with FSL in road reserve 50mm above FSL in drive to property (<i>No trip hazard</i>).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lock down quick release end caps are SWJ fixed to riser and are rubber ring sealed between the cap and its frame (Screw down caps not allowed on MS Risers - Except terminal ends).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PVC cap opens with less than 15-degree turn.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PVC Cap is installed in the locked position.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cover and surround manufacturer is approved (SEQ code IPAM List)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Surround installed as per SEQ code and manufacturers requirements.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detectable Cream tracer wire marker tape "SEWER" is accessible (visible within MS shroud).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trafficable (Class D) and non-trafficable (Class B) cast iron covers installed in corresponding trafficable or non-trafficable locations.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cream marker tape to be assessable. (<i>Check for dummy marker tape</i>)
			Compliant: Yes <input type="checkbox"/> No <input type="checkbox"/>

Compliant			Table 9 - Sewer House Connections
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Review as constructed against physical assets inspected and relevant items below for discrepancy (with Code or Approved plan/variation).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Unitywater sewer property connection is marked with a 2.0-meter-long, single length, 40mm diameter orange PVC conduit at the sewer property connection upstream IL (check for dummy/broken markers) For lots still vacant.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Check length of conduit marker.
			Compliant: Yes <input type="checkbox"/> No <input type="checkbox"/>